

## Website Branding Department/Administration Sign Up Form

If you need help, please fill out this form and email it to Ed Blakely at [WebRedesign@choosemaryland.org](mailto:WebRedesign@choosemaryland.org)

Name:

Department/Administration:

Street Address:

Phone:

Email:

1. What is the url for your web site(s): (Please list ALL, even if you use more than one internet address for the same web site.)

2. When would you like to implement the new header on your home page? (Please check one)  
☐ August ☐ September ☐ October ☐ November ☐ December ☐ January

3. Have you viewed the "tool kit" we have prepared for you on the site,  
<http://www.maryland.gov/branding?>  
☐ Yes ☐ No

4. Will you need any help in incorporating the new header into your home page?  
☐ Yes ☐ No

5. Who is your webmaster and how can we contact him/her?

6. Is your web site housed internally or externally?

7. Do you have direct access to the servers to make the header changes or do you have to go through a contractor?

8. When was the last time the web site(s) was redesigned?

9. Is there a plan to do a redesign of your existing web site, and, if so, when? (Please list month, year)

10. Is there a budget for the planned redesign or any enhancements to your web site?

11. Do you need help or resources with any of the following? (Check all that apply)

- ☐ implementation of the new header on the home page
- ☐ overall design
- ☐ usability/user interface
- ☐ navigation
- ☐ images/graphics
- ☐ making Web site accessible
- ☐ ecommerce applications (online store)